



ANNEX A: Discovery World Corporation’s Sustainability Report 2021

Contextual Information

Company Details	
Name of Organization	Discovery World Corporation
Location of Headquarters	2159 Chino Roces Avenue, JTKC Centre, Makati City
Location of Operations	Discovery Shores Boracay - Station 1, Brgy. Balabag, Malay, Aklan Club Paradise - No. 1 Dimakya Island, Coron, Palawan
Report Boundary: Legal entities (e.g. subsidiaries) included in this report*	Discovery World Corporation under the style Discovery Shores Euro Pacific Resorts Inc. under the style Club Paradise
Business Model, including Primary Activities, Brands, Products, and Services	To carry on the business of resorts and recreational centers; to engage in the business of operating a hotel or other accommodations.
Reporting Period	Sustainability report for the year ended December 31, 2021
Highest Ranking Person responsible for this report	Compliance Officer

*The report is limited to the operating segment of the Company and one of its operating subsidiaries which has a significant impact on the consolidated financial performance of the Company.



Primarily engaged in developing, operating, and managing some of the most sought-after luxury destinations in the Philippines, the Discovery World Corporation (DWC), is one of the leading hotel and resort businesses in the country. Through the years, DWC has solidified its footing as a fortitude of the industry and a strategic massive land bank in key tourism destinations.

The pristine island of Boracay in Aklan is home to Discovery World Corporation’s first and flagship project launched in 2007, the Discovery Shores Boracay. The internationally-acclaimed 99-suite resort hotel sits in the most exclusive spot of Station 1 known as the White Beach, and boasts the addition of two new rooms ready to welcome guests soon. Sharing the stillness of the island is a 30-room staff house called Balay Discovery.

Following DWC’s acquisition of EuroPacific Resorts, Inc. (EPRI) in 2013, it also owns and operates Club Paradise Palawan, a multiawarded 62-key luxury resort in Dimakya Island, Coron, Palawan – a UNESCO biosphere reserve. The property continues to expand with an addition of 24 new suites in the next few years.

About this Report

This report aims to discuss the economic, environmental and social impacts of the Company towards the goal of sustainable development.

The sustainability reporting of the Company is based on the Securities and Exchange Commission (SEC) Sustainability Reporting Guidelines for Publicly Listed Companies (PLCs). This Guidelines provides a Sustainability Reporting Framework for Philippine PLCs that builds upon four of the globally accepted frameworks, which companies use to report on sustainability and non-financial information - the Global Reporting Initiative's (GRI) Sustainability Reporting Standards, the International Integrated Reporting Council's (IIRC) Integrated Reporting (IR) Framework, the Sustainability Accounting Standards Board's (SASB) Sustainability Accounting Standards, and the recommendations of the Task Force on Climate-related Financial Disclosure (TCFD).

Materiality Process

"Material aspects" are those that reflect the organization's significant economic, environmental and social impacts; or that substantively influence the assessments and decisions of stakeholders. A topic may be considered material to the organization if it falls to any of the following;

1. It is a Key Capital, Risk or Opportunity that impacts value creation.
2. The key Business Activities impact the topic.
3. The subsidiaries, contractors or supply chain contribute significant impacts to the topic.
4. The product services contribute impacts to the topic.
5. There is a trend that points to a future where the topic will become material to the organization.

The organization referred to Sustainability Accounting Standards Board (SASB) Materiality Map in determining the topics which are material. SASB's Materiality Map identifies sustainability issues that are likely to affect the financial condition or operating performance of companies within an industry.

After considering all the internal and external factors, the assessed material topics that will be covered by this Sustainability Report are discussed below.



ECONOMIC

Economic Performance

1. Direct Economic Value Generated and Distributed *(All amounts are presented in Philippine Peso)*

This section presents information on the creation and distribution of economic value that provides a basic indication of how the Company has created wealth for stakeholders.

DISCOVERY SHORES BORACAY	2021
Revenues ¹	₱165,012,014
Operating costs	132,184,795
Employee wages and benefits	46,252,875
Payments to suppliers, other operating costs	104,140,652
Payments to providers of capital ²	70,389,653
Payments to government ³	18,435,202
Investments to community (e.g. donations, CSR)	155,613
Total number of nights sold ¹	SS - 835 88 rooms - 8,232

CLUB PARADISE PALAWAN	2021
Revenues ¹	₱60,720,015
Operating costs	67,920,897
Employee wages and benefits	23,789,672
Payments to suppliers, other operating costs	66,508,909
Payments to providers of capital ²	33,127,442
Payments to government ³	5,992,116
Investments to community (e.g. donations, CSR)	10,500
Total number of nights sold ¹	3,387

Footnotes:

¹Due to the adverse impact of COVID-19 pandemic to the hospitality industry, the Company's operations significantly decreased in 2021 and 2020.

²Payments to providers of capital pertain to interest payments on loans.

³Payments to government include local and national taxes.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
<p>In 2021, COVID-19 pandemic has continuously brought adverse impact not only to domestic businesses but also to global economy. This unprecedented and challenging situation has taken toll on the revenues and future projections of the Organization.</p> <p>Despite the continuing pandemic, the Organization's operations in 2021 has improved and was able to provide economic value to various stakeholders such as increasing equity value to stockholders, contribute to the business development of suppliers, providing financial source to employees, and funding to government and community through payment of taxes and other fees.</p>	<p>Employees, community, suppliers, government and stockholders.</p>	<p>To ensure achievement of financial objectives, the Organization is implementing controls, programs and policies, including but not limited to the following;</p> <ul style="list-style-type: none"> ➤ Risk Management ➤ Internal Audit ➤ Department Policies and Procedures Manual ➤ Health and Safety Protocols Playbook ➤ Business Continuity Plans
What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>Business interruption due to pandemic is one of the identified risks in achieving economic objectives. The pandemic has caused travel restrictions which greatly affected the revenue generation of the Organization.</p>	<p>Employees, community, suppliers, government and stockholders.</p>	<p>Amidst the ongoing global crisis, the company ensures the viability of the business by pivoting to new strategies to cater the new demands of the travellers. With the closure of the borders to international leisure market, the focus is now on the domestic market.</p>

<p>This risk is common in the global economy especially for tourist and travel-related industries which can be mitigated to an acceptable level by employing necessary controls and measures.</p>		<p>With more relaxed travel restrictions in 2021, the Organization strictly adheres to all health, safety, and welfare policies and programs as ordered by the government, specifically through the Department of Health (DOH), Department of Labor and Employment (DOLE), and the local government units (LGU) with jurisdiction over the company's properties. Enhanced hygiene and property sanitation measures are likewise implemented throughout the resorts, and both guests and staff are educated on the known symptoms and preventive measures surrounding the virus.</p> <p>During travel restrictions, the Organization used the time to improve and develop the properties. Cost-saving measures were also implemented to ensure the economic stability of the company. The Organization continuously monitors, actively reduces its overhead and operating expenses, and develops contingency plans for the suspension of non-essential services and the minimum staffing requirement.</p>
<p>What are the Opportunity/ies Identified?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>Global trends and forecasts show that the travel industry will need to refocus on the domestic market. As internal borders restrict foreign travel, value propositions must be revisited towards wellness, luxurious spaces and travel bubble trends.</p>	<p>Employees, customers, community, suppliers, government and stockholders.</p>	<p>With the view of expanding the business, the Organization is adding more rooms in the inventory and improving the facilities to ensure that the Resort remains competitive and relevant.</p>

2. Climate-related risks and opportunities

This includes risks and opportunities posed by climate change that have the potential to generate substantive changes in operations, revenue, or expenditure.

Governance	Strategy	Risk Management	Metrics and Targets
<ul style="list-style-type: none"> ➤ The Organization has corporate environmental programs and action plans that address factors affecting climate change. ➤ The Board, through the Risk Management Committee, performs risk oversight function including climate-related risk and opportunities. ➤ The Board, through the Corporate Governance Committee, monitors the sustainability activities of the Organization including initiatives in managing the Organization's impact in the environmental sustainability. ➤ The Management, through its Risk Officer, performs assessment of the climate-related risk and opportunities and designs controls to address or mitigate the risk in consultation with the operation's management. 	<ul style="list-style-type: none"> ➤ Changing weather conditions may affect travel flights to properties. Stronger typhoons due to climate change can cause damage to properties which may result to business interruptions. <p>The properties are assessing these climate related risks in order to adapt to its effects. Budgets and targets are established to consider effects of changing weather conditions.</p> <ul style="list-style-type: none"> ➤ Facilities and designs are also built to withstand calamities brought by climate change. ➤ To ensure that contribution of the organization to climate change is insignificant, the properties monitor their carbon footprints. ➤ Conservation of water and energy resources, maintenance of biodiversity either on land or seas, and sustainable farming are few of the practices of the organization to 	<ul style="list-style-type: none"> ➤ Included in the organization's risk management program is the gathering of data to identify climate hazards and implementing controls to reduce or mitigate climate related risks. ➤ Drills, trainings and seminars are conducted to ensure preparedness of properties during calamities. ➤ Pollution Control Officers are also designated in each property to ensure compliance to environmental regulations and regularly monitor the environmental impacts of the company. ➤ Insurance policies are procured to indemnify financial losses that calamities may cause. 	<ul style="list-style-type: none"> ➤ Carbon footprints (GHG emissions) ➤ Compliance with environmental regulations (Penalties and violations) ➤ Amount of property damage brought by typhoons. ➤ Number of typhoons in a year. ➤ Typhoon Strength

Governance	Strategy	Risk Management	Metrics and Targets
	<p>lessen the factors resulting to climate change.</p> <ul style="list-style-type: none"> ➤ Trainings/seminars are conducted to educate the employees of the importance of environmental sustainability initiatives and on how to properly monitor the Organization's performance. ➤ The Master Development Plan of the Resorts anticipates the effect of climate change in planning for the future developments of the Organization such as rising sea level in the coming years and the increase in frequency of strong typhoons. 		

Anti-Corruption

1. Training on Anti-corruption Policies and Procedures

Training builds the internal and external awareness and the necessary capacity to combat corruption.

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Percentage of employees to whom the organization's anti-corruption policies and procedures have been communicated to	100	%
Percentage of business partners to whom the organization's anti-corruption policies and procedures have been communicated to	N/A	%
Percentage of directors and management that have received anti-corruption training	N/A	%
Percentage of employees that have received anti-corruption Training	100	%

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Percentage of employees to whom the organization's anti-corruption policies and procedures have been communicated to	100	%
Percentage of business partners to whom the organization's anti-corruption policies and procedures have been communicated to	N/A	%
Percentage of directors and management that have received anti-corruption training	N/A	%
Percentage of employees that have received anti-corruption Training	100	%

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
<p>The Organization values underpin high standards of ethical conduct. The Organization's values stand firm against corruption. This high regard to ethical conduct is of primary importance in achieving company's sustainable growth. Any corruption incidents will impact the Organization as it may result to loss of confidence of the stakeholders to the Organization.</p>	<p>Employees, customers and management.</p>	<p>The Organization implements its code of conduct which includes observation of honesty, integrity, dedication, prudence, diligence, high moral standards, and decorum in the performance of duties.</p> <p>Moreover, Anti-bribery and Corruption Policy was adopted as part of the Organization's code of conduct to strengthen its stand against bribery and corruption.</p>
What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>Employee and management fraud relating to self and financial interest.</p>	<p>Employees, customers and management.</p>	<p>Employees undergo training on the company's code of conduct as part of the employee on-boarding procedure to ensure that the Organization's high standards of ethical conduct are fully understood by the employees.</p>
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>As the Organization is expanding and as a result involves more complex operations, it is necessary to review the code of conduct to adapt to the changing work environment.</p> <p>Moreover, with the significant use of technology, especially during the current pandemic, the management focused on strengthening controls over</p>	<p>Employees, customers and management.</p>	<p>Management shall review the code of conduct as circumstances require.</p> <p>The Organization designed its strategy in strengthening controls over cybersecurity threats such as educating IT personnel on safeguarding the Organization's and guest's proprietary information, assessing the need for firewall device and conduct of vulnerability and</p>

potential cyber-incidents or hacking that may expose the Organization's assets to fraud.		penetration tests.
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2. Incidents of Corruption

For stakeholders, there is an interest in both the occurrence of incidents and an organization's response to the incidents. Public legal cases regarding corruption can include current public investigations, prosecutions, or closed cases.

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Number of incidents in which directors were removed or disciplined for corruption	-	#
Number of incidents in which employees were dismissed or disciplined for corruption	-	#
Number of incidents when contracts with business partners were terminated due to incidents of corruption	-	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Number of incidents in which directors were removed or disciplined for corruption	-	#
Number of incidents in which employees were dismissed or disciplined for corruption	-	#
Number of incidents when contracts with business partners were terminated due to incidents of corruption	-	#

<p>What is the impact and where does it occur? What is the organization's involvement in the impact?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>None has reported as incident of corruption in the Organization since its inception.</p> <p>The Organization's values stand firm against corruption. This high regard to ethical conduct is of primary importance in achieving Organization's sustainable growth.</p>	<p>Employees, suppliers, customers and management.</p>	<p>Honesty, integrity, dedication, prudence, diligence, high moral standards and decorum in the performance of duties are included in the Organization's Code of Conduct.</p> <p>The Organization implements its code of conduct the Anti-bribery and Corruption Policy, including the procedures on handling incidents of corruption.</p>
<p>What are the Risk/s Identified?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>Self and financial interest matched with an opportunity may result to employee and management fraud.</p>	<p>Employees, suppliers, customers and management.</p>	<p>To ensure that all employees are familiar with the organization's expectations on ethical and professional conduct, training on the Organization's Code of Conduct is part of the employee on-boarding procedures.</p> <p>Aside from the Organization's code of conduct, it also implements whistle blowing policy to help the organization detect incidents of corruption.</p> <p>Employee and management fraud are also included in the scope of audit being performed by the internal audit department.</p>

What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
Not applicable, the Organization has not experienced any corruption incident since its inception.		

Indirect Economic Impacts

1. Significant Indirect Economic Impacts

This disclosure concerns the spectrum of indirect economic impacts that an organization can have on its stakeholders and the economy.

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Number of employees outsourced from third party service providers	96	#
Ratio of number of outsourced employee for each guest arrival	1:1	ratio
Total payments to third party service providers	104,206,891	Php
Percentage of local construction workers engaged	100	%
Purchase of hotel amenities from local communities	None	Php

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Number of employees outsourced from third party service providers	N/A	#
Ratio of number of outsourced employee for each guest arrival	N/A	ratio
Total payments to third party service providers	N/A	Php
Percentage of local construction workers engaged	97	%
Purchase of hotel amenities from local communities	5,000	Php

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
The Organization's casual employees from the third-party service providers consist mostly	Employees and Locals	The management regularly monitors the manpower requirements based on the status of the operations.

<p>of locals from Aklan and Iloilo. The Organization maintains a standard ratio of employees and guests to ensure the quality of service. As the number of guest arrivals increases, the requirement for employees also increases, hence, creating more jobs for the local community.</p> <p>The Organization partnered with local groups by providing the materials for bracelet making as their additional source of livelihood. They make the Resort’s welcome bracelets.</p> <p>Lastly, in 2021, the Organization agreed with the contractors to engage local workers in the construction to provide jobs for the local community and as part of its bubble workplace.</p>		<p>Moreover, adequate trainings are conducted for casual employees which gives additional knowledge to the locals.</p> <p>The management aims to provide additional livelihood to the locals as much as possible to contribute in the improvement of quality of life in the community.</p>
What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>The quality of product/service provided by the third-party service providers does not meet the set standards of the Organization resulting to potential loss of guests.</p>	<p>Customers and Owners</p>	<p>All employees should complete the required trainings and seminars during the on-boarding process to ensure compliance with set service standards. Products and services are regularly monitored and evaluated.</p>
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>With the current travel restrictions, the Organization may shift portion of the purchases in local market to support the livelihood of the community.</p>	<p>Community and Suppliers</p>	<p>The Organization maximized inventories/supplies that are more efficient and cost-saving to purchase locally.</p>



ECO CONSERVE

REBUILD. PROTECT. CONSERVE.



ENVIRONMENT

Resource Management

DISCOVERY SHORES BORACAY

Energy consumption within the organization

Disclosure	Quantity	Units
Energy consumption (Grid Electricity)	4,695.91	GJ
Energy consumption (Diesel Fuel)	1.31	GJ
Energy consumption (LPG)	135.21	GJ
Energy consumption (Petrol Fuel)	0.66	GJ

Reduction of energy consumption*

Disclosure	Quantity	Units
Energy consumption (Grid Electricity)	N/A	GJ
Energy consumption (Diesel Fuel)	0.15	GJ
Energy consumption (LPG)	N/A	GJ
Energy consumption (Petrol Fuel)	N/A	GJ

*Energy consumption generally increased in 2021 due to the improvements in operations as compared to 2020.

CLUB PARADISE PALAWAN

Energy consumption within the organization

Disclosure	Quantity	Units
Energy consumption (Diesel Fuel)	9.49	GJ
Energy consumption (LPG)	0.37	GJ
Energy consumption (Petrol Fuel)	0.89	GJ

Reduction of energy consumption*

Disclosure	Quantity	Units
Energy consumption (Diesel Fuel)	N/A	GJ
Energy consumption (LPG)	0.19	GJ
Energy consumption (Petrol Fuel)	N/A	GJ

*Energy consumption in 2021 and 2020 are relatively stable since the number of months the Company operated was nearly the same.

<p>What is the impact and where does it occur? What is the organization's involvement in the impact?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>Power generators are the main source of energy in Club Paradise while Discovery Shores Boracay sources its electricity from Akelco, a local distributor in the island with power generators as backup.</p> <p>Energy consumptions from grid electricity, diesel fuel, LPG and petrol fuel are closely monitored to assess the efficiency of the properties in utilizing energy resources.</p>	<p>Employees and customers.</p>	<p>The Organization is utilizing the Resource Efficiency Data and Performance Monitoring Tool (REDPMT) in monitoring its energy consumption on a monthly basis. REDPMT was designed by Philippine Center for Environmental Protection and Sustainable Development, Inc. (PCEPSDI), a non-profit organization and a partner of DWC in promoting sustainability practices in the hospitality industry.</p> <p>PCEPSDI's recommendations to minimize the energy consumptions are being considered and assessed by the Organization in managing its energy resources.</p> <p>Some of the policies/procedures the Organization implemented to conserve energy follows:</p> <ul style="list-style-type: none"> • reducing public area lightings depending on the occupancy percentage and areas/clusters without guests • reducing operating hours of kitchen air conditioners and waterfalls at low occupancy • reducing number of operating heat pumps at low occupancy • unplugging all electrical equipment after office hours • shutting off lights, air conditioners and other electrical equipment on non-working days

		<ul style="list-style-type: none"> • ensuring good running condition of electrical units to avoid consumption of more power • all electrical equipment were regularly cleaned to avoid accumulation of dust which reduces the efficiency of equipment
What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>Availability of energy supply is a critical issue in the region where the properties are located. This gives rise to costly self-generation of energy in Club Paradise.</p>	<p>Owners, Employees and customers.</p>	<p>Energy conservation plays an important role in minimizing the high cost of self-generation of energy.</p> <p>Discovery Shores Boracay and Club Paradise is reducing the energy consumption by using LED bulbs in all facilities and buildings. Energy Saving Devices (ESD) are installed in all villas. These ESD limit the usage of the power which may lower the consumption of diesel fuel on generator sets.</p> <p>Energy consumptions are being monitored on a monthly basis to timely assess the performance of the company towards the goal of minimizing the cost of energy.</p> <p>FEW Champs Committee (fuel, energy, water) was also organized to give guidance and promote the culture and importance of energy saving measures.</p>

What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>With the accurate monitoring of data relating to energy consumption, energy conservation programs can be evaluated properly leading to increased energy efficiency, cost minimization and decrease in associated environmental impact.</p> <p>Moreover, with timely analysis of the energy consumption, the company can review and assess other opportunities for energy conservation.</p>	<p>Employees and customers.</p>	<p>Data are collected regularly to analyze them in a timely and relevant manner useful for decision making.</p> <p>Club Paradise plans to invest in a solar panel system. The operation of the solar panels installed is automatic. The system monitors the Load power demand. During day time, when enough solar energy is harvested, the priority dispatch comes from the collected solar energy, which decreases the energy being used from the generator sets.</p> <p>Aside from the proposed solar power system, construction of a new power center with the procurement of new generator sets are needed to ensure fuel efficiency which will reduce the carbon footprint of the resort.</p>

Water consumption within the organization

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Water withdrawal	N/A	m ³
Water consumption	14,917	m ³
Water recycled and reused	N/A	m ³

**Increase in water consumption in 2021 is due to increase in guest room nights as compared to 2020. Moreover, cleaning of rooms and other facilities & equipment is more frequent in 2021 as the lockdown advise kept on changing as compared to the consecutive 6 months closure in 2020.*

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Water withdrawal	2,337.5	m ³
Water consumption	10,502.5	m ³
Water recycled and reused	N/A	m ³

**Water withdrawal in 2021 pertains to water extracted from the desalination plant; the remaining water consumed was from the purchase of water from suppliers.*

What is the impact and where does it occur? What is the organization’s involvement in the impact?	Which stakeholders are affected?	Management Approach
<p>The Organization ensures that the water it uses in its operation is safe and clean. Club Paradise finished the construction of its desalination plant and is now supplying significant portion of the hotel rooms’ fresh water requirements. The desalination system removes salt from sea water so that the water can be utilized for everyday use.</p> <p>Discovery Shores Boracay sources its water from the local water distributors, Boracay Island Water Corporation and Boracay Tubi System Inc.</p>	<p>Employees, customers and suppliers.</p>	<p>Discovery Shores Boracay and Club Paradise invested in its own water filtration system that converts tap water to clean drinking water (EcoPure water) for the guests and employees.</p> <p>Periodic water sampling is conducted to ensure water safety in the properties.</p> <p>Supply of water is also monitored to secure sufficient supply for water consumption in business operation.</p> <p>The monitoring of water utilization is conducted on a monthly basis to timely assess the performance of the company towards the goal of minimizing water utilization.</p>

What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>Supply of fresh water in Club Paradise Palawan is of primary concern since there is no available direct source of freshwater in the island. It is primarily dependent on the water delivered from the mainland.</p>	<p>Employees, customers.</p>	<p>In mitigating the risk of limited supply of fresh water, Club Paradise Palawan built a water desalination plant to sustain supply of freshwater in the island.</p>
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>Discovery Shores Boracay and Club Paradise Palawan have their own water treatment facilities which may enable the company to reuse treated water for other purposes.</p> <p>Sea water desalination has the potential to reliably produce enough potable water to support the resort.</p> <p>Club Paradise can still discover other ways to conserve the use of fresh water in the island.</p>	<p>Employees, customers and community.</p>	<p>Water from further treatment of wastewater can be used for irrigation.</p> <p>Sea water processed through the desalination plant will be processed further through the water filtration system to produce potable water. Series of potability tests will be conducted to ensure that the water is safe and clean.</p> <p>In order to minimize the use of fresh water for the water closets in the new Ocean View suites, the Project Management Team plans to incorporate a rain collection system for this new section of the resort. As the name suggests, this system allows the resort to maximize rain water for the basic bathroom water requirements (such as water used for flushing) for this additional 36 suites. The collected non-potable water will be coming from the tank located at ground level, which gathers rain water from the building's down spout and area drains of the vicinity.</p>

Materials used by the organization

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Materials used by weight or volume		
<ul style="list-style-type: none"> Renewable 	1,924.8	kg
<ul style="list-style-type: none"> Non-renewable 	9,950.3 22,436,944.97	kg liters
Percentage of recycled input materials used to manufacture the organization’s primary products and services	-	%

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Materials used by weight or volume		
<ul style="list-style-type: none"> Renewable 	40,432	kg
<ul style="list-style-type: none"> non-renewable 	13,314 3,137.5	kg liters
Percentage of recycled input materials used to manufacture the organization’s primary products and services	-	%

What is the impact and where does it occur? What is the organization’s involvement in the impact?	Which stakeholders are affected?	Management Approach
The organization ensures that design specifications and product quality standards are met and that they are elegant, sustainable and resource efficient. Most of the materials used in Club Paradise Palawan are made from renewable sources.	Customers and management.	<p>In the procurement of materials for the products of the organization, sustainability is one the criteria in selecting the supplier of the materials.</p> <p>Restaurant and all F&B outlets use take-out boxes, containers and utensils made of paper, cornstarch and sugarcane. Take-out bags are made of cassava starch. Toothbrushes are made of biodegradable plastic.</p>

What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
Non-compliance to environmental and safety standards.	Customers and management.	One of the considerations in selecting our suppliers is that their materials are compliant to environmental and safety standards and at the same time contribute to the satisfaction of the guests.
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
Continuous innovation will play an important role in sustaining the business.	Customers and management.	As part of continuous innovation, research is to be conducted to incorporate the use of more sustainable materials in upcoming projects.

Ecosystems and Biodiversity

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	-	
Habitats protected or restored	-	Ha
IUCN Red List species and national conservation list species with habitats in areas affected by operations	-	

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	(Dimakya Island-waterlease)-200 (Diatoy Island-waterlease)-100 (Malpagalen Island-waterlease)-100	Meters
Habitats protected or restored	Dimakya Island- 19 Diatoy- 14 Malpagalen -1	Ha Ha Ha
International Union for Conservation of Nature (IUCN) Red List species and national conservation list species with habitats in areas affected by operations	Green Sea Turtle, Hawksbill Turtle, Fruit Bats, Monitor Lizard, Rufous Night Heron	

<p>What is the impact and where does it occur? What is the organization's involvement in the impact?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>The Organization values the importance of biodiversity in our environment. It promotes preservation of ecosystems by protecting the members of the ecosystems and their habitats.</p>	<p>Employees, customers and community.</p>	<p>As outlined in the Organization's Environmental and Sustainability Policy, DWC is committed to integrate environmental, biodiversity, health and safety sustainability in all levels of work practices and relevant decision making processes.</p> <p>Biodiversity Action Plan including management of species is established to guide the organization in maintaining biodiversity in its properties. Guests and employees are also made aware of the environmental programs in the properties that promote protection of biodiversity. Wildlife-related policies are incorporated in the in-room fact sheet and resort house rules.</p> <p>As part of the EcoConserve Program, Sea Guardians Committee was established. Sea Guardians are employees who are in charge of marine-based efforts. The activities of Sea Guardians are as follows:</p> <ol style="list-style-type: none"> 1. "Bantay Pawikan Movement" - This aims to protect Club Paradise Palawan, which is within a Biosphere Reserve of the United Nations Educational, Scientific

		<p>and Cultural Organization. The reserve is a nesting site for Hawksbill and Green Sea Turtles. From November to March every year, around 200-270 turtle hatchlings are released back to the ocean.</p> <p>2. Monthly Coastal and Underwater Clean-Up Drive - Clean-up drives were launched by the Sea Guardians committee to address the immediate concern of trash, particularly water bottles coming in from neighboring countries like Malaysia, Vietnam and Indonesia.</p> <p>3. Collection of Crown-of-Thorns Starfish (COT) - Club Paradise Divers and the Sea Guardians committee members collect crown-of-thorns starfish, a spiny coral-eating tropical starfish, so they do not spread out to the other surrounding bodies of water.</p>
<p>What are the Risk/s Identified?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>Biodiversity creates risk for the provision of quality infrastructures as it limits areas for project development.</p>	<p>Employees, customers and community.</p>	<p>The management considers the environmental impact of the projects it undertakes by complying with the environmental regulatory standards before the start of the project. Instead of degrading biodiversity to give way for construction projects, biodiversity is integrated as one of the key attractions of the properties.</p>

What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>Engage customers in activities related to preservation and conservation of biodiversity in the company's properties.</p>	<p>Employees, customers and community.</p>	<p>Involve guests on some of the biodiversity programs through their direct participation.</p> <p>Several signages are installed in conspicuous areas of the resort to remind the guests not disturbing the natural habitat found at Dimakya island and its surrounding waters. Feeding is also not allowed as this will disrupt their natural diet and eating behavior.</p> <p>Turtle hatching at Dimakya island usually happens during the months of November and December. To protect the turtle eggs from the monitor lizards, turtle nests are fenced by our colleagues and are marked with the expected date of hatching. The signage also serves as a warning for guests not to approach the area to protect the eggs. Between January to March, guests may have a chance to see baby turtles released back to the sea.</p> <p>Manatees, or locally known as 'Dugongs,' are spotted back at the house reef of the island. Signages are printed to inform guests on what to do and what not to do, should they encounter the manatees while diving or snorkeling.</p>

Solid and Hazardous Wastes

1. Solid Waste

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Total solid waste generated	14,650	Kg
Reusable	N/A	Kg
Recyclable	N/A	Kg
Composted	N/A	Kg
Incinerated	N/A	Kg
Residuals/Landfilled	N/A	kg

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Total solid waste generated	58,606	Kg
Reusable	5,279	Kg
Recyclable	4,293	Kg
Composted	45,003	Kg
Incinerated	0	Kg
Residuals/Landfilled	4,031	kg

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
<p>Solid wastes are being monitored on a regular basis to achieve targets for waste reduction. Restaurants ensure that recyclable wastes generated are being used again to reduce solid waste that need to be disposed.</p> <p>Club Paradise was able to decrease residual/landfilled solid waste by 55% due to reusing and recycling of solid waste.</p>	<p>Employees and guests</p>	<p>DSB & CP implement simple segregation scheme of waste by providing waste collection bin at each beached area, room accommodations, bar and restaurants, lobby and receiving area administration office and other public areas. Solid waste management includes collection, recovery of recyclables, composting of organic wastes and transfer of residuals in holding area.</p> <p>Club Paradise Palawan has made it to the 2021 Top 100 Green Destination Sustainability Stories -</p>

	<p>being the only Philippine property on the list.</p> <p>The Top 100 Sustainable Stories award recognizes global destinations that are taking incremental steps and making promising progress towards a more sustainable tourism industry. Its goal is to share these destinations' innovative and effective sustainability tourism stories and good management practices as inspiring examples for others.</p> <p>The title of Club Paradise Story is "Paradise in Palawan, Philippines: Turning Waste to Wonderful".</p> <p>Story highlights are on the reduction of waste generation through environmental programs such as:</p> <ol style="list-style-type: none"> 1. Reuse of material instead of disposing <ul style="list-style-type: none"> • old van tires were repurposed as steps for the hiking trail to "Eagle's Point" • used wine bottles into lovely vases • oversized wire spools transformed as plant racks • tree trunks washed ashore were saved and made as chairs for the Sand Bar • surplus fabric were sewn into facemasks and donated to the frontliners in Coron • strong ecobricks using plastic scraps and soda bottles were used to build the "Vermi House" for African Night Crawlers at
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		<p>Taranuman farm.</p> <p>2. Proper disposal of compostable items</p> <ul style="list-style-type: none"> • compostable items were sent to Taranuman Farm • vegetable trimmings and egg shells become organic fertilizers • fish guts become organic pesticides • paper scraps are fed to the African nightcrawlers to produce Vermicast, also an organic fertilizer. <p>3. Reduction of single use plastics</p> <ul style="list-style-type: none"> • used food grade refillable pumps instead of plastic tubes • recycled paper packaging replaced plastic wrappers • purify and bottle own water instead of purchasing plastic bottled water • water refilling stations were placed in various areas of the resorts for the guests to refill their tumblers/water bottles • use of reusable beach tote bags/ safety kit bags instead of plastic shopping bags • used paper cups and food boxes • metal straws replaced plastic straws for drinks served in the bars and restaurant <p><i>(See below for the photos of Club Paradise's waste reduction efforts.)</i></p>
<p>What are the Risk/s Identified?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>

<p>Improper disposal management of solid waste may harm environment and human health.</p>	<p>Employees, guests, community</p>	<p>Solid wastes are segregated in compliance with the mandate of the local government to avoid any harm to both humans and the environment.</p> <p>Solid waste disposals are monitored on a daily basis through Disposal of Waste Monitoring Sheet which shows the volume of waste disposal per category.</p> <p>The Organization is committed to continue its advocacies and further develop programs to minimize solid waste disposal.</p>
<p>What are the Opportunity/ies Identified?</p>	<p>Which stakeholders are affected?</p>	<p>Management Approach</p>
<p>Other solid waste may still be used for other purposes to reduce the solid waste residuals disposed to the designated municipal landfill facility in Coron Town.</p>	<p>Guests and employees</p>	<p>Some solid wastes from the kitchen operations may be used to serve as organic fertilizer in the farm operations of the properties or solid wastes from other hotel amenities might still be repurposed into additional creative products.</p>

“Paradise in Palawan, Philippines: Turning Waste to Wonderful”

- Bath amenities in refillable pumps



- Simple flower vases made from empty wine bottles

- EcoConserve team installing old tires at Eagle’s Point hiking trail



- Used wire spools transformed into plant racks
- Cassava bag in lieu of plastic bag

- Driftwood washed ashore was made into chairs



- Reusable beach tote

- EcoPure Water in Suites



- Walls of the Vermi house made of ecobricks

- Personal care amenities wrapped in recycled papers



- Metal and paper straws

- Training the elementary school students from Coron to create ecobricks

2. Hazardous Waste

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Total weight of hazardous waste generated	10,790.3	kg
Total weight of hazardous waste transported	8,593.9	kg

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Total weight of hazardous waste generated	13,538.8	kg
Total weight of hazardous waste transported	2,400	kg

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
<p>Hazardous wastes generated are handled in a way that is compliant with the requirements of Environmental Management Bureau.</p> <p>The Organization's hazardous wastes include used oil from generator sets, used cooking oil, electrical wires and cables, grease oil, mercury-based busted lamps, paint containers, spray paints, refrigerants, pathological/infectious wastes, lead compounds and oil contaminated materials. Improper disposal/ discharge of these wastes can cause harm to human health and environment.</p>	<p>Employees, community, suppliers, government, guest</p>	<p>Solid and Hazardous Waste Management Procedures are implemented which include storage, proper labelling, collection, final treatment and disposal to prevent its negative impact on health and environment.</p>

What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
<p>Failure in managing hazardous waste has negative impact to environment, human health and Organization’s reputation.</p> <p>Penalties arising from regulatory compliance would also affect the Organization’s financial performance.</p>	<p>Employees, community, suppliers, government, guests</p>	<p>Sustainable practices such as organic farming, sewage treatment facility, proper labelling, segregation and disposal of hazardous waste as stated in the Organization’s procedures and employee awareness trainings are implemented.</p> <p>Health and safety protocols including enhanced and frequent sanitation requirement in the premises are implemented in the properties as response to threat of COVID-19 pandemic.</p>
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
<p>By reviewing the materials to be used by the organization, hazardous waste reduction can be implemented including good receiving procedure to avoid unnecessary waste generation, and inventory control management to avoid materials expiration.</p>	<p>Employees, community, suppliers, government, guests</p>	<p>Providing technical assistance to the organization is an important component of the reduction program through the help of an expert in reviewing hazardous waste.</p>

Effluents

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Total volume of water discharges	13,621.6	m ³
Percent of wastewater recycled	N/A	%

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Total volume of water discharges	4,899	m ³
Percent of wastewater recycled	N/A	%

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
Both properties discharge their wastewater in a manner compliant to the requirement of the environmental regulatory agency. Water discharges are secured with permit from the authority.	Employees and guests	Aside from the water quality monitoring performed by DENR, both properties conduct internal testing of their water sample. Waste water from the resorts is transferred to a septic tank and pump to an anaerobic baffled reactor (ABR) for biological treatment.
What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
Poorly treated wastewater can contribute to oxygen demand level on the receiving body of water and can cause problems to water quality and food supply.	Employees, guests	The organization ensures that Sewage Treatment Plant is running in good condition daily by implementing preventive maintenance scheduling, STP operators training, and monthly testing of wastewater.
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
Wastewater recycling of the 80% to 90% of water usage that passes through Sewage Treatment Plant can be one of the tools of the management	Employees, guests	Quality of water discharge should be assessed for proper wastewater recycling technology. Club Paradise built rainwater

in its resource efficiency program.		collection system that will provide additional sources of water in the island for watering of plants and flushing in comfort rooms.
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Environmental Compliance

1. Non-compliance with Environmental Laws and Regulations

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Total amount of monetary fines for non-compliance with environmental laws and/or regulations	25,000*	PhP
No. of non-monetary sanctions for non-compliance with environmental laws and/or regulations	None	#
No. of cases resolved through dispute resolution mechanism	None	#

**Due to late filing of ECC amendment only*

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Total amount of monetary fines for non-compliance with environmental laws and/or regulations	None	PhP
No. of non-monetary sanctions for non-compliance with environmental laws and/or regulations	None	#
No. of cases resolved through dispute resolution mechanism	None	#

What is the impact and where does it occur? What is the organization's involvement in the impact?	Which stakeholders are affected?	Management Approach
There were no non-compliance with Environmental Laws and Regulations reported in 2021.	Employees, community, suppliers, government	To ensure environmental compliance, the organization created and implemented Environmental and Safety Program Policies. Individuals such as Safety Officer and Pollution Control Officer are being held responsible to mitigate compliance failures.

What are the Risk/s Identified?	Which stakeholders are affected?	Management Approach
Increasing environmental legislative/regulatory requirements may impose limitations on property development.	Employees, community, suppliers, government	The organization is committed to undertake research to understand the implications of any additional regulatory requirements on its future developments.
What are the Opportunity/ies Identified?	Which stakeholders are affected?	Management Approach
All employees across the organization should be made aware of the environmental compliances that the company is subject to.	Employees, community, suppliers, government	The organization shall implement awareness program on environmental compliances to be participated by the employees.



SOCIAL

Employee Management

1. Employee Hiring and Benefits

DISCOVERY SHORES BORACAY

Employee data

Disclosure	Quantity	Units
Total number of employees	109	#
a. Number of female employees	50	#
b. Number of male employees	59	#
Attrition rate	28%	rate
Ratio of lowest paid employee against minimum wage	1.02:1.00	ratio

Employee benefits

List of Benefits	Y/N	% of female employees who availed for the year	% of male employees who availed for the year
SSS	Y	16	17
PhilHealth	Y	4	0
Pag-ibig	Y	4	10
Parental leaves	Y	0	0
Vacation leaves	Y	100	100
Sick leaves	Y	100	100
Medical benefits (aside from PhilHealth)	Y	24	16
Housing assistance (aside from Pag- ibig)	N	N/A	N/A
Retirement fund (aside from SSS)	Y	2	0
Further education support	Y	0	0
Company stock options	N	0	0
Telecommuting	Y	0	0
Flexible-working Hours	N	N/A	N/A
Special leave benefit for women	Y	0	0
Uniform allowance	Y	0	0
Executive check-up	Y	0	0
Mobile load allowance	Y	8	16
Bereavement leave	Y	0	16
Outlet meal for for assistant managers and up	Y	0	0
Quarantine leave	Y	6	29

CLUB PARADISE PALAWAN*Employee data*

Disclosure	Quantity	Units
Total number of employees	72	
a. Number of female employees	28	#
b. Number of male employees	44	#
Attrition rate	24%	Rate
Ratio of lowest paid employee against minimum wage	1.00:1.00	Ratio

Employee benefits

List of Benefits	Y/N	% of female employees who availed for the year	% of male employees who availed for the year
SSS	Y	11	14
PhilHealth	Y	0	0
Pag-ibig	Y	0	0
Parental leaves	Y	0	0
Vacation leaves	Y	96	93
Sick leaves	Y	10	4
Medical benefits (aside from PhilHealth)	Y	36	21
Housing assistance (aside from Pag-ibig)	N	N/A	N/A
Retirement fund (aside from SSS)	Y	0	0
Further education support	Y	0	0
Company stock options	N	N/A	N/A
Telecommuting	N	N/A	N/A
Flexible-working Hours	Y	14	9
Special Leave for Women	Y	0	9
Paternity Leave	Y	0	0
Quarantine leave	Y	3	6

<p>What is the impact and where does it occur? What is the organization’s involvement in the impact?</p>	<p>Management Approach</p>
<p>Aside from employee benefits required by laws and regulations, employees enjoy other company initiated benefits. During the pandemic, an employee is also entitled to avail Quarantine Leave in cases where an employee is legally obliged to abide by a quarantine order confining the employee to a certain area or to certain premises in accordance to law.</p> <p>In 2021, outlet meal for assistant managers and up of Discovery Shores Boracay was removed as part of the Organization’s cost efficiency initiatives.</p>	<p>The management through its Human Resource Department (HRD) develops various policies and programs to retain and attract good employees. HRD ensures that employees are well compensated and that their efforts are rewarded.</p> <p>HRD also developed additional benefit specifically during this time of pandemic. As the situation has resulted to temporary lay-off, employees have consumed their leave credits early on. Thus, this additional benefit was made to cover employees who might get infected of the virus. But this shall only apply to employees who, per investigation, acquired the virus in the workplace.</p> <p>Despite removal of outlet meals, the Organization still provides meals to all employees served in the cafeteria.</p>
<p>What are the Risk/s Identified?</p>	<p>Management Approach</p>
<p>Positions that require technical skills are sometimes not available in the locality where the property is.</p> <p>Prolonged impact of the pandemic causes risk of attrition since the employees desire for safer, more stable and convenient jobs.</p>	<p>The management sources employees from Metro Manila for positions that require specialized skills. The organization gives benefits sufficient to retain and attract good employees.</p> <p>The Organization regularly reviews of compensation and benefits, applicable employee engagement programs and mental health programs to help the employees cope up with the continuing pandemic and uncertainties.</p>

What are the Opportunity/ies Identified?	Management Approach
Inculcating company values to the employee would be an opportunity for the company to lessen the risk of attrition and at the same time strengthening its brand value.	Through employee engagement activities, company values are instilled to the employees.

2. Employee Training and Development

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Total training hours provided to employees		
a. Female employees	113	hours
b. Male employees	113	hours
Average training hours provided to employees		
a. Female employees	2.26	hours/employee
b. Male employees	1.91	hours/employee

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Total training hours provided to employees		
a. Female employees	140	hours
b. Male employees	140	hours
Average training hours provided to employees		
a. Female employees	5.00	hours/employee
b. Male employees	3.18	hours/employee

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
Employees of the organization were provided sufficient training that will enhance their skills and will help them realize long term career and professional advancement.	Training policy is established to guide the organization in implementing training programs for the employees. Every training is documented including the attendance to monitor and assess training requirements of each employee. A posttraining evaluation form is also implemented to review the level of skills and learnings acquired from the training.

What are the Risk/s Identified?	Management Approach
Incompetency of employees due to lack of training could lead to complaints which could affect performance and image of the company.	The implementation of consistent training programs and validation through measures of success mitigates risk of employee incompetency.
What are the Opportunity/ies Identified?	Management Approach
<p>By developing employees through consistent training and by building a lasting employeeemployer relationship with them, future key leaders can be hired from the organization's current employees.</p> <p>Training can also be used as a form of an employee engagement activity that will also help the organization to retain its employees.</p>	Management implements "train the trainers workshop" as a tool to develop future key leaders. The management values rewards and recognition as one of the major aspects in retaining employees.

3. Labor-Management Relations

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
% of employees covered with Collective Bargaining Agreements	-	%
Number of consultations conducted with employees concerning employee-related policies	-	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
% of employees covered with Collective Bargaining Agreements	-	%
Number of consultations conducted with employees concerning employee-related policies	-	#

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
There is no Collective Bargaining Agreement between the organization and its employees.	Terms and conditions of employment regarding rates of pay, hours of work or other working conditions of employees are clearly expressed in the contract and agreed by the employee.
What are the Risk/s Identified?	Management Approach
Labor unrest as risk in labor-management relations is very unlikely to happen.	Risk of labor unrest is prevented through opening of communication channels to the employee for their employment grievances. A monthly town hall engagement also provides the employee the opportunity to raise their concerns.
What are the Opportunity/ies Identified?	Management Approach
Though there are no threats to labor unrest, the management shall continue to build a balanced employer-employee relationship with its employees.	Wider and more accessible communication channels shall be available to the employees in raising their concerns relating to labor.

4. Diversity and Equal Opportunity

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
% of female workers in the workforce	46	%
% of male workers in the workforce	54	%
Number of employees from indigenous communities and/or vulnerable sector*	0	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
% of female workers in the workforce	39	%
% of male workers in the workforce	61	%
Number of employees from indigenous communities and/or vulnerable sector*	1 (solo parent)	#

*Vulnerable sector includes, elderly, persons with disabilities, vulnerable women, refugees, migrants, internally displaced persons, people living with HIV and other diseases, solo parents, and the poor or the base of the pyramid (BOP; Class D and E).

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
<p>Employees of the organization are well represented from diverse group of employees as to gender, age and community. The organization promotes diversity and equal opportunity in the recruitment and selection of employees. It also ensures that there's no incident of discrimination in the workplace relating to one's status, gender or race.</p>	<p>Hiring policy includes no restriction in age, gender and experience. HR policies against discrimination are also in place to secure that discrimination doesn't exist in the workplace.</p>
What are the Risk/s Identified?	Management Approach
<p>Employees need to be aware of how to coexist with a diverse range of people, as well as be cognizant of cultural sensitivity, to achieve harmony within a diverse workplace.</p>	<p>Sensitivity in the workplace training helps the organization manage diversity in the workplace by helping employees become more self-aware, which plays a vital role in helping employees understand their own cultural biases and prejudices.</p>
What are the Opportunity/ies Identified?	Management Approach
<p>The company may take into account the social, economic and political factors in defining its management aspects and measures that relate to the recognition and benefits of diversity.</p>	<p>To promote diversity and equality, the organization shall implement a diversity management strategy that promotes the openness and learning ability of the organization taking into account intercultural understanding and the intercultural skills of the employees.</p>

Workplace Conditions, Labor Standards, and Human Rights

1. Occupational Health and Safety

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
Safe Man-Hours	247,256	Man-hours
No. of work-related injuries	0	#
No. of work-related fatalities	0	#
No. of work related ill-health	0	#
No. of safety drills	7	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
Safe Man-Hours	80,574	Man-hours
No. of work-related injuries	0	#
No. of work-related fatalities	0	#
No. of work related ill-health	0	#
No. of safety drills	10	#

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
<p>Healthful and safe workplace condition is enjoyed by the employees of the organization through effective Occupational Health and Safety practices implemented by its Health and Safety Officer.</p> <p>Adequate drills were conducted in 2021. Despite limitations in manpower and the current restrictions due to the pandemic, the Organization ensures that the personnel are well knowledgeable of health and safety standards/procedures such as webinars and online refresher courses.</p>	<p>The management is compliant with the requirements mandated by law through the Department of Labor and Employment in providing healthy and safe workplace condition.</p> <p>Work permit system, safety inspection and reporting system for incident/accident are implemented.</p> <p>Enhanced health and safety protocols in the workplace are implemented in response to threat of COVID-19 pandemic.</p>

What are the Risk/s Identified?	Management Approach
As an employer, the organization has legal responsibility to ensure employees’ safety and protect them against health and safety hazards at work. These hazards, if not managed well, will cause loss of man hours and less productivity.	The organization has various health and safety policies in place to reduce or mitigate hazards in the workplace.
What are the Opportunity/ies Identified?	Management Approach
The organization may strengthen its process of identification, monitoring and assessment of the risk associated with workplace hazards.	The process of identification, monitoring and assessment of the risk associated with workplace hazards should be integrated as one of the key activities of the OSH Committee.

2. Labor Laws and Human Rights

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
No. of legal actions or employee grievances involving forced or child labor	0	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
No. of legal actions or employee grievances involving forced or child labor	0	#

Do you have policies that explicitly disallows violations of labor laws and human rights (e.g. harassment, bullying) in the workplace?

Topic	Y/N	If Yes, cite reference in the company policy
Forced labor	N	N/A
Child labor	N	N/A
Human Rights	Y	Anti Sexual Harassment policy, Leave for victims of violence against women & children, Workplace policies and programs.

<p>What is the impact and where does it occur? What is the organization's involvement in the impact?</p>	<p>Management Approach</p>
<p>The Human Resources Department monitors its compliance to the existing labor laws and regulations. HR policies are implemented to secure that respect for human rights are being observed across the organization.</p>	<p>The organization ensures that it has sufficient policies upholding labor laws and human rights such as:</p> <ul style="list-style-type: none"> ➤ Anti- Sexual Harassment Policy ➤ Whistle Blowing Policy ➤ Conflict of Interest ➤ Insider Trading ➤ Workplace Policy and Program for Hepa B ➤ Drug Free Workplace Policy & Program ➤ Work Place Policy of TB Prevention & Control ➤ Solo Parent Leave ➤ Leave for Victims of Violence Against Women & Children ➤ Special Leave Benefit for Women ➤ Paternity Leave ➤ Alcohol Free Workplace Program & Policy ➤ HIV/AIDS Workplace Program & Policy ➤
<p>What are the Risk/s Identified?</p>	<p>Management Approach</p>
<p>Though the company has its policies in place in the protection of labor laws and human rights, it has limited scope only with the employees under manpower agencies.</p>	<p>The management monitors manpower agency compliance by requiring manpower agencies to submit certificate of compliance to labor laws.</p>
<p>What are the Opportunity/ies Identified?</p>	<p>Management Approach</p>
<p>The organization may still enhance its compliance to labor laws and human rights by proper coordination with the manpower agencies.</p>	<p>The properties shall have coordination meetings with the manpower agencies to align the company's labor laws and human rights practices.</p>

Supply Chain Management

Do you have a supplier accreditation policy? If yes, please attach the policy or link to the policy.

Do you consider the following sustainability topics when accrediting suppliers?

DISCOVERY SHORES BORACAY

Topic	Y/N	If Yes, cite reference in the supplier policy
Environmental performance	YES	Section 5.1.5.6 of the Supplier Accreditation Policy
Forced labor	NO	
Child labor	NO	
Human rights	NO	
Bribery and corruption	NO	

CLUB PARADISE PALAWAN

Topic	Y/N	If Yes, cite reference in the supplier policy
Environmental performance	YES	Section 5.1.5.6 of the Supplier Accreditation Policy
Forced labor	NO	
Child labor	NO	
Human rights	NO	
Bribery and corruption	NO	

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
The properties have supplier accreditation policy to manage its suppliers. Included in the checklist of accrediting a supplier is its environmental performance and compliance with laws and regulations.	Suppliers undergo the accreditation process performed by the purchasing department and food safety officer. Among the considerations in the accreditation is the suppliers' environmental compliance.
What are the Risk/s Identified?	Management Approach
Changes in the practices of suppliers resulting below the minimum standard will affect the supplies.	An audit of suppliers is conducted to ensure that all suppliers meet the standard criteria of the organization.
What are the Opportunity/ies Identified?	Management Approach
The organization can improve on this topic by incorporating other sustainable criteria in its accreditation process.	The management shall review and revise the accreditation policy to integrate other criteria necessary for the achievement of sustainability.

Relationship with Community

1. Significant Impacts on Local Communities

DISCOVERY SHORES BORACAY

Operations with significant (positive or negative) impacts on local communities (exclude CSR projects; this has to be business operations)	Location	Vulnerable groups (if applicable)*	Does the particular operation have impacts on indigenous people (Y/N)?	Collective or individual rights that have been identified that or particular concern for the community	Mitigating measures (if negative) or enhancement measures (if positive)
Partnership with local third party suppliers and vendors (e.g. recreation activities, water sports, health and wellness)	Malay	N/A	N	None	N/A
Local Employment Hiring	Malay	N/A	N	None	N/A

CLUB PARADISE PALAWAN

Operations with significant (positive or negative) impacts on local communities (exclude CSR projects; this has to be business operations)	Location	Vulnerable groups (if applicable)*	Does the particular operation have impacts on indigenous people (Y/N)?	Collective or individual rights that have been identified that or particular concern for the community	Mitigating measures (if negative) or enhancement measures (if positive)
Local Purchasing	Coron	N/A	N	None	N/A
Local Employment Hiring	Palawan Province	N/A	N	None	N/A

*Vulnerable sector includes children and youth, elderly, persons with disabilities, vulnerable women, refugees, migrants, internally displaced persons, people living with HIV and other diseases, solo parents, and the poor or the base of the pyramid (BOP; Class D and E)

For operations that are affecting IPs, indicate the total number of Free and Prior Informed Consent (FPIC) undergoing consultations and Certification Preconditions (CPs) secured and still operational and provide a copy or link to the certificates if available: __

DISCOVERY SHORES BORACAY

Certificates	Quantity	Units
FPIC process is still undergoing	None	#
CP secured	None	#

CLUB PARADISE PALAWAN

Certificates	Quantity	Units
FPIC process is still undergoing	1(Tagbanua)	#
CP secured	0	#

What are the Risk/s Identified?	Management Approach
The indigenous people fear that they may lose their livelihood thinking that fishing grounds will be affected by the resort's operation.	We are presenting the proposal of the water lease to the IP's for their appreciation and information through National Commission on Indigenous (NCIP) informing them that the main purpose of the project is intended for the sustainability and protection of the marine environment and their fishing grounds as well.
What are the Opportunity/ies Identified?	Management Approach
Further development in the properties will help the community to uplift people's lives while maintaining sustainability in the environment.	The organization offers livelihood opportunities to its community through local employment and partnership with local third party suppliers and vendors (e.g. recreation activities, water sports, health and wellness) and engages them in promoting protection to environment and natural resources.

Customer Management

1. Customer Satisfaction

DISCOVERY SHORES BORACAY

Disclosure	Score	Did a third party conduct the customer satisfaction study (Y/N)?
Customer satisfaction	91.5%	Yes. Review Pro conducted the survey

CLUB PARADISE PALAWAN

Disclosure	Score	Did a third party conduct the customer satisfaction study (Y/N)?
Customer satisfaction	90.0%	Yes. Review Pro conducted the survey (Independent Online Property reputation survey- subscription basis)

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
The company receives good customer satisfaction rating from an independent party. The company values customers' feedback as a mechanism to improve its product and services.	The company monitors customer feedback it receives through independent online surveys such as Review Pro, Trip Advisor and Preferred Hotels & Resorts.
What are the Risk/s Identified?	Management Approach
Negative customer feedback may bring bad reputation/brand perception on the company.	The organization provides sufficient training to employees on handling customer's feedback. It also implements the following to protect its reputation in the hospitality industry. <ul style="list-style-type: none"> ➤ Online reputation management ➤ Social Media content enhancements

	<ul style="list-style-type: none"> ➤ Promotion of service excellence ➤ Disclosure of awards and recognitions
What are the Opportunity/ies Identified?	Management Approach
Negative feedback from customers can be taken by the organization as a means in improving its product and services for strong market standing and increase in market share and value.	Areas for improvements can be identified and acted upon by gathering information regarding feedback to the organization's product and services.

2. Health and Safety

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
No. of substantiated complaints on product or service health and safety*	0	#
No. of complaints addressed	0	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
No. of substantiated complaints on product or service health and safety*	0	#
No. of complaints addressed	0	#

**Substantiated complaints include complaints from customers that went through the organization's formal communication channels and grievance mechanisms as well as complaints that were lodged to and acted upon by government agencies.*

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
The organization ensures compliance with Health and Safety standards in its products and services through the implementation of its Health and Safety Policies and Procedures to protect the health and safety of the employees and customers.	<p>In-house/External Clinic Physician is responsible for forwarding medical consultation findings and observations to Hygiene and Sanitation Officer.</p> <p>Policies and Procedure for Food Borne Illnesses is also in place. F&B Manager and/or F&B Supervisor is responsible in gathering information from the complainant, and to ensure that all food-borne incidents are investigated,</p>

	<p>concluded, action taken and closed on a timely manner.</p> <p>All employees are responsible to treat guests' complaints seriously by immediately reporting it to the property manager, and are also trained on all health and safety guidelines on COVID-19 pandemic implemented by the local government unit.</p>
<p>What are the Risk/s Identified?</p>	<p>Management Approach</p>
<p>Continuous spread of COVID-19 may severely affect the operations of the properties by putting the employees and customers' health and safety at risk.</p>	<p>Strict compliance on the health and safety protocols imposed by the local and national government should be observed.</p>
<p>What are the Opportunity/ies Identified?</p>	<p>Management Approach</p>
<p>As part of enhancing customer satisfaction, addressing and resolving conflict/complaints relating to health and safety from the customers should be managed promptly and without delay.</p>	<p>Properties shall make all their employees aware of their health and safety policies and procedures to ensure prompt assistance to customers' complaint on health and safety.</p>

3. Marketing and Labelling

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
No. of substantiated complaints on marketing and labelling*	0	#
No. of complaints addressed	0	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
No. of substantiated complaints on marketing and labelling*	0	#
No. of complaints addressed	0	#

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
<p>Only one substantiated complaint has been reported during the reporting period for the two resorts.</p> <p>The said complaint was related to a promotional offer in Club Paradise. It was addressed immediately after being reported by the customer.</p>	<p>The organization has its Grievance Handling Policies & Procedures (P&P's) to resolve any complaints from the guest and other stakeholders. Several channels are also available to formally receive complaints from guests and other stakeholders.</p> <p>The department who receives the complaint initially addresses it by explanation and clarification. At times, to appease the guests, the property creates special offers.</p>
What are the Risk/s Identified?	Management Approach
<p>Unclear sales promotion mechanics often lead to customer complaints giving the public an impression that the company is giving false advertisement.</p> <p>Social media are now being used by many to raise their complaints with the result of damaging the public image of the organization.</p>	<p>Though social media is not the proper venue to raise complaints, the organization reaches out to the complainants to address their concerns and proper explanations are made to the guest and immediate updating of the advertisements is done to avoid future complaints.</p>

What are the Opportunity/ies Identified?	Management Approach
Complaints from customers can be useful to the organization by using this as a tool in developing and enhancing company's practices in the delivery of products and services.	Complaints should be logged and documented by the organization and should be considered in developing business strategy.

4. Customer Privacy

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
No. of substantiated complaints on customer privacy*	None	#
No. of complaints addressed	N/A	#
No. of customers, users and account holders whose information is used for secondary purposes	None	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
No. of substantiated complaints on customer privacy*	None	#
No. of complaints addressed	N/A	#
No. of customers, users and account holders whose information is used for secondary purposes	None	#

*Substantiated complaints include complaints from customers that went through the organization's formal communication channels and grievance mechanisms as well as complaints that were lodged to and acted upon by government agencies.

What is the impact and where does it occur? What is the organization's involvement in the impact?	Management Approach
No complaints related to customer privacy have been raised during the reporting period for the two resorts. Employees always observe customer privacy in dealing with the guests.	The organization has its Grievance Handling Policies & Procedures (P&P's) to resolve any complaints from the guest and other stakeholders. The employees are also trained to respect customer privacy in dealing with the guests.

What are the Risk/s Identified?	Management Approach
<p>Lack of awareness regarding data privacy may lead to data breaches.</p> <p>Data theft through cyber hacking can occur in vulnerable IT security controls.</p>	<p>Data privacy programs are in place across the organization.</p> <p>Systems like anti-intrusion and penetration hardware are installed to ensure security of customer information.</p>
What are the Opportunity/ies Identified?	Management Approach
<p>Awareness programs for all employees at all levels may be done to ensure full compliance of all data processors on the DPA.</p>	<p>Trainings initiated by NPC regarding data privacy for COPs and all data processors can strengthen its full compliance to DPA.</p>

Data Security

DISCOVERY SHORES BORACAY

Disclosure	Quantity	Units
No. of data breaches, including leaks, thefts and losses of data	None	#

CLUB PARADISE PALAWAN

Disclosure	Quantity	Units
No. of data breaches, including leaks, thefts and losses of data	None	#

What is the impact and where does it occur? What is the organization’s involvement in the impact?	Management Approach
<p>The organization ensures data security in its operation by observing compliance to the rules and guidelines set by National Privacy Commission. No data security breaches have been identified since the Organization’s inception.</p>	<p>Data Privacy Officer thru Compliance Officer for Privacy in each resort implemented various programs to promote data security and prevent data leaks, thefts and losses such as Data Privacy Program, Grievance Handling P&P’s and Data Privacy Briefing as part of new employee orientation to guide each employee in the collection, retention and use of sensitive information.</p>

What are the Risk/s Identified?	Management Approach
<p>With the advent of computers and technology, data theft through cyber attack or hacking is a threat that may lead to data breaches.</p>	<p>The management through its Information Technology department promotes data security by placing IT security features.</p> <p>Vulnerability Assessment and Penetration Testing is performed to determine the organizations vulnerability to cyber attack and identify any additional measures to enhance data security.</p>
What are the Opportunity/ies Identified?	Management Approach
<p>Relying on technology in processing information across the organization can be a great tool in making processes more efficient but the organization should ensure data security in using more advanced technology.</p>	<p>The management shall perform a periodic evaluation of the information system’s vulnerability to allow assessments on any changes in the use of technology.</p> <p>Currently, the Organization is evaluating potential systems to integrate operations and accounting systems to cater more efficient processes, eliminate risk of human errors and minimize maintenance costs.</p>

UN SUSTAINABLE DEVELOPMENT GOALS

Product or Service Contribution to UN SDGs

Key products and services and its contribution to sustainable development.

Key Products and Services	Societal Value / Contribution to UN SDGs	Potential Negative Impact of Contribution	Management Approach to Negative Impact
Hotels and Resorts	Locals have access to decent work provided by the organization which results to economic growth.	Locals may limit their career development to what is available in their community.	Management ensures that employees are provided with career opportunities where they can develop and maximize their potential.
EcoPure Bottled Drinking Water	Guest and employees have access to safe and clean water. The product also promotes responsible consumption and production by using recyclable glass bottles as containers.	Club Paradise Palawan uses diesel to provide energy in running the water refilling station which may leave higher carbon footprint.	Refilling schedules are being managed to lessen the carbon footprint in the use of diesel.
Taranuman Farm, Taramnan Farm	Through organic farming, the organization contributes to the promotion of sustainable management of land.	The farm does not require chemically made pesticides to control pest in destroying the crops which may result to reduced production.	Organic fertilizers from solid wastes are used to achieve target production from the farm at a lower cost.
Bamboo Straws, Packaging, made of paper, Binalot, Food utensils made of starch, Take-out bags made of cassava starch	Life on land (Solid Waste Reduction)	Higher overhead cost for replacing plastic with reusable and biodegradable materials.	Product prices are adjusted to recover additional overhead cost.

Key Products and Services	Societal Value / Contribution to UN SDGs	Potential Negative Impact of Contribution	Management Approach to Negative Impact
Local Merchandise (Accessories, Shirts)	Selling of local merchandise provides livelihood to the locals where the property is located. It also promotes the culture of the people in the community.	Higher overhead cost due to limited supplies of merchandise from the locals.	Product prices are adjusted to recover additional overhead cost.
Extracted Water from Desalination Plant	Extracting saltwater from the sea and processing through the desalination system provides alternative source of "fresh" water for housekeeping and guest needs.	Club Paradise used diesel to provide energy in running the desalination plant, thus, contributes to increased levels of greenhouse gases.	Running the desalination plant results to lower cost due to avoided costs of purchasing freshwater from the Coron town (fuel costs, boat rental and water cost). Moreover, diesel used in running the desalination plant offsets fuel in transporting water to the island and this will also provide more access to water by the local community.

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